

# COMMERCIAL BUILDING PERMIT APPLICATION



PERMIT#: \_\_\_\_\_

PERMIT FEE: \_\_\_\_\_

ELBERT COUNTY BUILDING DEPARTMENT  
PO BOX 7 - 215 COMANCHE STREET  
KIOWA, CO 80117  
TELEPHONE: 303-621-3172 FAX: 303-621-3165  
INSPECTION LINE: 303-621-3140

Project Address: _____		City: _____	Zip: _____
Subdivision/Project Name: _____			
Contractor: _____		Phone: _____	
Mailing Address: _____		Fax: _____	
Owner Name: _____		Phone: _____	
Owner mailing address: _____			
City: _____	State: _____	Zip: _____	
Email Address: _____			

TYPE OF WORK YOU WILL BE DOING:

## THIS SECTION FOR NEW CONSTRUCTION ONLY

Type of Construction: \_\_\_\_\_

- 1. All Buildings must be designed to the 2006 I codes with 30# design roof snow load 90 MPH wind and exposure C.**
2. Building must be designed and classified by a Colorado Licensed Architect. Blue prints must have an original stamp from the architect.
- 3. Fire Department Review required before submitting to the building department.**
4. Electrical permits issued and inspected by the State of Colorado.
- 5. All conditions on the Commercial Guideline checklist must be met before submittal to the Building Department.**
6. No incomplete applications will be accepted.

To obtain a state electrical permit call 303-894-2300 or go the State Electrical web site:

[www.dora.state.co.us/electrical](http://www.dora.state.co.us/electrical)

I certify that I have read and understand the above: \_\_\_\_\_

SIGNATURE AND DATE

### OFFICE USE ONLY

Group \_\_\_\_\_ Division \_\_\_\_\_ Type \_\_\_\_\_

Special Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BP \_\_\_\_\_ PR \_\_\_\_\_ ST \_\_\_\_\_ FD \_\_\_\_\_ UT \_\_\_\_\_

Approved : Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_ Expires: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Six Month Extension: \$150.00 New Expiration Month: \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Building Department Signature and Date \_\_\_\_\_

## **COMMERCIAL GUIDELINES**

PO Box 7 Kiowa, CO 80117 303-621-3140 inspection line  
303-621-3172 information line

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The following is needed to submit for a New Commercial Building in Elbert County.

### **NO INCOMPLETE APPLICATIONS ACCEPTED.**

1. Planning and Zoning Sign off sheet with their signature, Road and Bridge and Assessors Office signature.
2. Environmental Health Department Signature. (Call 303-621-3145 for their requirements)
3. Fire Department Approval
  - A. **One set of submitted plans must be stamped and signed by the appropriate fire department**
  - B. **Letter of requirements from the Fire Dept. must also be submitted**
4. Two sets of Blue Prints (MUST CONTAIN A-B & C)
  - A. **Designed and stamped by a Colorado Licensed Architect.**
  - B. **One set must be signed and stamped by the fire department.**
  - C. **One set must also have the approval of Environmental Health Dept. \*\***
5. Engineered Foundation design with original stamp.
6. Soils test (with original stamp).
7. Percolation test and Advanced Treatment System plan. Must have Environmental Health Departments' approval before submittal to the Building Department.

***Please note we will not take any incomplete applications, all of the above conditions must be completed/submitted with appropriate signatures, or it WILL NOT be accepted.***

By signing below I certify and understand that by submitting the above information does not constitute immediate approval by the Building Department or any other County Department, other conditions may be required for the release of the Building Permit.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_



## **COMMERCIAL C/O SIGN OFF SHEET**

This sheet with original signatures must be returned to Elbert County Building Department after all departments have approved their final inspections, but before scheduling Building Department C/O inspection. (We will not accept faxed copies we must have the original).

**Fire Department:** \_\_\_\_\_  
Signature Date

**Telephone Number:** \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Environmental Health:** \_\_\_\_\_  
Signature Date

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Road and Bridge:** \_\_\_\_\_  
Date Signature

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Planning and Zoning:** \_\_\_\_\_  
Signature Date

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PLEASE KEEP THIS PAGE FOR YOUR FINAL INSPECTION. WE CAN NOT SCHEDULE YOUR C/O WITHOUT THE ORIGINAL COPY OF THIS PAGE WITH ORIGINAL SIGNATURES FROM EACH DEPARTMENT LISTED.**